



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

B52723

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

May 23, 2019

Board of Directors
Miami Township Volunteer Fire Department
PO Box 329
Logansport, IN 46947

We have reviewed the audit report of Miami Township Volunteer Fire Department which was opined upon by Lemler Group, LLC, Independent Public Accountants, for the period January 1, 2017 to December 31, 2017. Per the *Independent Auditor's Report* the financial statements included in the report present fairly the financial condition of Miami Township Volunteer Fire Department as of December 31, 2017 and the results of its operations for the period then ended, on the basis of accounting described in the report.

In our opinion, Lemler Group, LLC prepared the audit report in accordance with guidelines established by the State Board of Accounts.

The report is filed with this letter in our office as a matter of public record.

Paul D. Joyce
Paul D. Joyce, CPA
State Examiner

**Combined Audited
Financial Statements**
With Supplemental Information

**Miami Township Volunteer Fire Department
And Firefighters Staffing, Inc.**

December 31, 2017



LEMLERGROUP
certified public accountants

Miami Township Volunteer Fire Department

Table of Contents

Independent Auditor's Report	1-2
Financial Statements	
Combined Statement of Financial Position	3
Combined Statement of Activities and Changes in Net Assets	4
Combined Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7-11
Supplemental information	
Combining Statement of Financial Position	13
Combining Statement of Activities and Changes in Net Assets	14
Combining Statement of Functional Expenses	15
Schedule of Lead Auditor	16



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Miami Township Volunteer Fire Department
New Waverly, Indiana

We have audited the accompanying combined financial statements of Miami Township Volunteer Fire Department and Firefighters Staffing, Inc. (Miami Township VFD), which comprise the combined statement of financial position as of December 31, 2017, and the combined statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Miami Township VFD's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Miami Township VFD's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined financial position of Miami Township VFD as of December 31, 2017, and the results of its combined statements of activities and changes in net assets, functional expenses and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplemental Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information is presented for purposes of additional analysis and is not a required part of the financial statements for the years ended December 31, 2017. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements for the years ended December 31, 2017 or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.



Lemler Group, LLC
Indianapolis, Indiana

November 25, 2018

Miami Township Volunteer Fire Department

Combined Statements of Financial Position December 31, 2017

Current Assets

Cash and cash equivalents	\$ 215,996
Prepaid expenses	19,665
Total current assets	<u>235,661</u>

Fixed Assets

Land	29,945
Buildings and improvements	294,405
Equipment	322,402
Furnishings and equipment	3,534
Vehicles	415,227
Total fixed assets	<u>1,065,513</u>
Accumulated depreciation	<u>(725,404)</u>
Net fixed assets	<u>340,109</u>
Total Assets	<u><u>\$ 575,770</u></u>

LIABILITIES AND NET ASSETS

Liabilities

Accrued payroll	\$ 17,803
Accrued payroll taxes	4,577
Total Liabilities	<u>22,380</u>

Net Assets

Net assets without donor restrictions	<u>553,390</u>
Total Net Assets	<u>553,390</u>
Total Liabilities and Net Assets	<u><u>\$ 575,770</u></u>

Miami Township Volunteer Fire Department

Combined Statement of Activities and Changes in Net Assets For the Year Ended December 31, 2017

Revenues

Grant	\$ 808,804
Contributions	250
Gain (loss) on sale of assets	5,928
Interest and dividends	390
Other	514
Total revenue	<u>815,886</u>

Expenses

Program	766,673
Management and general	-
Fundraising	5,068
Total expenses	<u>771,741</u>

Net Increase In Net Assets 44,145

**Net Assets Without Donor
Restrictions, Beginning of Year** 509,245

**Net Assets Without Donor
Restrictions, End of Year** \$ 553,390

Miami Township Volunteer Fire Department

Combined Schedules of Functional Expenses For the Year Ended December 31, 2017

	Program	Management and General	Fundraising	Totals
Expenses				
Salaries and wages	\$ 517,709	\$ -	\$ -	\$ 517,709
Retirement	19,290	-	-	19,290
Other employee benefits	25,979	-	-	25,979
Payroll taxes	26,034	-	-	26,034
Accounting	2,800	-	-	2,800
Advertising	1,302	-	-	1,302
Office	44,312	-	5,068	49,380
Information technology	5,892	-	-	5,892
Occupancy	52,231	-	-	52,231
Travel and transportation	23,362	-	-	23,362
Conferences	446	-	-	446
Depreciation	25,199	-	-	25,199
Insurance	22,117	-	-	22,117
Total expenses	\$ 766,673	\$ -	\$ 5,068	\$ 771,741

Miami Township Volunteer Fire Department

Combined Statements of Cash Flows For the Year Ended December 31, 2017

Reconciliation of Changes in Net Assets to Net Cash Provided By Operating Activities

Change in net assets	\$	44,145
----------------------	----	--------

Adjustments to Reconcile Increase in Net Assets to Net Cash Provided By Operating Activities

Depreciation expense	25,199
Proceeds on sale of assets	6,000
(Gain) loss on sale of assets	(5,928)
Decrease (increase) in prepaid expenses	(19,665)
Increase (decrease) in accrued payroll	17,803
Increase (decrease) in accrued payroll taxes	191
Increase (decrease) in fire district payable	(10,000)
Net Cash Provided By Operating Activities	<u>57,745</u>

Cash Flow From Investing Activities

Purchase of fixed assets	(65,496)
Net Cash Used In Investing Activities	<u>(65,496)</u>

Net Decrease in Cash and Cash Equivalents

(7,751)

Cash and Cash Equivalents, Beginning of Year

223,747

Cash and Cash Equivalents, End of Year

\$ 215,996

Miami Township Volunteer Fire Department

Notes to Financial Statements For the Year Ended December 31, 2017

Note 1 – Nature of Activities

Background

The combined financial statements include the activity of Miami Township Volunteer Fire Department and Firefighters Staffing, Inc., collectively referenced as Miami Township VFD.

Miami Township Volunteer Fire Department (Miami) is a volunteer fire department established in 1943 and is located in New Waverly, Indiana. Miami covers Miami, Eel, Noble, Tipton, and Clay Townships in Cass County and part of Peru Township in Miami County. Miami protects the community during fires, traffic accidents, and medical emergencies. The primary support is with contracts from the townships served and the Cass County Fire District 1. Effective January 1, 2011, Miami became a combination fire department. Miami now houses volunteer and career firefighters. The career firefighters are employees of Firefighters Staffing, Inc.

Firefighters Staffing, Inc. (Staffing) was organized January 1, 2011 to employ career firefighters. It utilizes the same buildings and equipment owned and operated by Miami. The career firefighters are on duty during periods not covered by volunteers. Volunteer firefighters have traditional jobs/careers that prevent them from leaving work and responding to every call during normal business hours.

Note 2 – Significant Accounting Policies

Basis for Combination

Significant intercompany transactions were eliminated during the combination process. Since Miami and Staffing utilize the same board of directors and officers, management believes a combination is appropriate and presents a clearer financial presentation. All significant intercompany transactions and balances were eliminated in the combined financial statements.

Accounting Method

Miami Township VFD's financial statements were prepared on the accrual basis of accounting.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, and other changes during the reporting period. Actual results could differ from those estimates.

Subsequent Events

Miami Township VFD evaluated subsequent events through November 25, 2018, which is the date the financial statements were available to be issued. This evaluation determined that there are no subsequent events that necessitated further disclosure in and/or adjustments to the accompanying financial statements.

Miami Township Volunteer Fire Department

Note 2 – Significant Accounting Policies

Basis of Preparation of the Financial Statements

The financial statements were prepared in conformity with the provisions of the Not-for-Profit Entities Presentation of Financial Statements topic of the Financial Accounting Standards Board (FASB) *Accounting Standards Codification (ASC) 958-205*.

In August 2016, the FASB issued Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. The new guidance is effective for fiscal years beginning after December 15, 2018, however, early adoption is permitted. Miami Township VFD has elected early implementation of this guidance in the accompanying financial statements.

ASU 2016-14 provides for the following changes from the existing provisions of ASC 958-205:

- A reduction in net asset classifications from three categories to two: net assets without donor restrictions, and net assets with donor restrictions.
- Expanded disclosures about the nature and amount of any donor restrictions.
- Expanded disclosures on any Board designations of net assets without donor restrictions.
- Classification of underwater donor-restricted endowments as net assets with donor restrictions.
- Disclosure of expenses by both nature and function.
- Disclosure of expenses netted with investment return.
- Expanded disclosures regarding cost allocations.

Cash and Cash Equivalents

For the purpose of the statements of cash flows, Miami Township VFD considers all highly liquid instruments with a maturity of three months or less to be considered cash and cash equivalents. The carrying amount of cash approximates fair value due to the type of investments and the maturity dates. There are no cash equivalents.

Grants Receivable

Grants and accounts receivable are stated at the amount Miami Township VFD's management expects to collect from outstanding balances. Management provides for probable uncollectable amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. The allowance for doubtful accounts as of December 31, 2017 was \$0 due to subsequent collection on grants and account receivables.

Fixed Assets

Miami Township VFD's fixed assets are stated at cost and depreciated over estimated useful lives of three to thirty-nine years using the straight-line method. Miami Township VFD capitalizes items over \$500 that have a useful life of one year or more. Expenditures for additions are capitalized. When office equipment is sold, retired, or otherwise disposed of, the related cost and accumulated depreciation are eliminated from the accounts and any resulting gain or loss is credited or charged to income.

Miami Township Volunteer Fire Department

Note 2 – Significant Accounting Policies

Donated Assets

Donations of property and equipment and other assets are recorded as revenue at their estimated or quoted fair value at the date of donation. Such donations are reported as revenue without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets with explicit restrictions regarding their use and contributions of cash that must be used for specific purposes are reported as restricted revenue. If donor stipulations regarding how long these donated assets must be maintained are absent, Miami Township VFD reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. Miami Township VFD reclassifies net assets with donor restrictions to net assets without donor restrictions at that time.

Net Assets

Net assets and revenues are classified based on the existence or absence of donor imposed restrictions and are reported as follows:

- Net assets without donor restrictions - Net assets that are not subject to donor-imposed or program-imposed stipulations.
- Net assets with donor restrictions - Net assets subject to donor-imposed or program-imposed stipulations that will be met either by actions of Miami Township VFD and/or the passage of time, or that must be maintained permanently by Miami Township VFD.

Grants and Program Services

Miami Township VFD receives grants for program services for particular purposes and time periods. If these grant and program service amounts are received in advance of services to be performed, Miami Township VFD will classify these amounts as deferred revenue until services are performed.

Contributions

Miami Township VFD accounts for contributions received and contributions made in accordance with professional standards. Contributions received are recorded as without donor restrictions or with donor restrictions depending on the existence and/or nature of any donor restrictions. Contributions are recorded when the unconditional promise to give is made. Miami Township VFD reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets.

Allocation of Functional Expenses

The costs of providing various programs and other activities were summarized on a functional basis in the statement of activities and changes in net assets and statement of functional expenses. Accordingly, personnel and staffing costs were allocated among the programs and supporting services, which benefited from those costs based on estimates of time and effort spent on the related activities.

Advertising Expense

Miami Township VFD expensed advertising costs as incurred. For the year ended December 31, 2017, advertising expenses were \$1,302.

Income Taxes

Miami is exempt from federal and state income tax under the provisions of Section 501(c)(3) of the Internal Revenue Code; therefore, no provision for income taxes was made in the financial statements. Miami is classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(vi).

Staffing is a for-profit corporation and prepares an income tax return with federal and state agencies. For the year ended December 31, 2017, Staffing had taxable income of \$0 and a tax loss carry forward of \$4,205 that expires in 2033.

Miami Township Volunteer Fire Department

Note 2 – Significant Accounting Policies

Income Taxes (continued)

Generally accepted accounting principles in the United States require Miami Township VFD to examine its tax positions for uncertain positions. Miami Township VFD is not aware of any tax positions that are more likely than not to change in the next twelve months, or that would not sustain an examination by applicable taxing authorities. Miami Township VFD's policy is to recognize penalties and interest as incurred in its statements of activities as a component of operating expenses, which totaled \$0 for the year ended December 31, 2017.

Miami Township VFD's federal and state income tax returns for years ended 2014 to 2016 are subject to examination by the applicable tax authorities, generally for three years after the later of the original or extended due date.

Reclassification

Certain prior year amounts were reclassified to conform to the current year financial statement presentation. These reclassifications had no effect on total assets, total liabilities, total net assets or changes in net assets.

Note 3 – Retirement Plan

Effective January 1, 2011, Staffing initiated a 403(b) profit sharing plan. The plan covers all employees who have attained age 21, completed 1,000 hours per year, and completed six months of service. During the year ended December 31, 2017, Staffing made a discretionary contribution to the plan of \$19,290.

Note 4 – Related Party Transactions

The relationship between Miami and Staffing is disclosed in Note 1. Miami paid Staffing \$571,000 for payroll-related services.

Note 5 – Liquidity Management

Quantitative Measurement - Miami Township VFD's resources available for general use within one year at December 31, 2017 were:

	<u>2017</u>
Financial assets	\$ 235,661
Not available within one year (prepaid expenses)	(19,665)
Less current obligations	<u>(22,380)</u>
Financial assets available for general use within one	<u>\$ 193,616</u>

Qualitative Measurement - Miami Township VFD receives a significant amount of its support through grants. Because these grants require resources to be used in a particular manner or in a future period, Miami Township VFD must maintain sufficient resources to meet those responsibilities. Thus, financial assets may not be available for general expenditure within one year. In the course of business, management structures Miami Township VFD's financial assets to be available as its general expenditures, liabilities, and other obligations come due, and endeavors to maintain cash balances equal to approximately six months of operating expenses.

Miami Township Volunteer Fire Department

Note 6 – Concentrations

Concentration in Credit Risk

Miami Township VFD maintains cash balances in financial institutions. The bank accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The total uninsured balances in these accounts as of December 31, 2017 were \$0.

Concentration in Revenue

Miami Township VFD's grants account for 99% of the total revenue during the year ended December 31, 2017.

Contingencies in Governmental Awards

Financial awards from federal, state, and local entities are subject to financial and compliance audits. Such audits could result in claims against Miami Township VFD for disallowed costs or noncompliance with grantor restrictions. No provision was made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

Supplemental Information

Miami Township Volunteer Fire Department

Combined Statements of Financial Position December 31, 2017

	<u>Miami VFD</u>	<u>FF Staffing</u>	<u>Elimination</u>	<u>Total</u>
ASSETS				
Current Assets				
Cash and cash equivalents	\$ 206,737	\$ 9,259	\$ -	\$ 215,996
Prepaid expenses	19,665	-	-	19,665
Total current assets	<u>226,402</u>	<u>9,259</u>	<u>-</u>	<u>235,661</u>
Fixed Assets				
Land	29,945	-	-	29,945
Buildings and improvements	294,405	-	-	294,405
Equipment	322,402	-	-	322,402
Furnishings and equipment	3,534	-	-	3,534
Vehicles	415,227	-	-	415,227
Total fixed assets	<u>1,065,513</u>	<u>-</u>	<u>-</u>	<u>1,065,513</u>
Accumulated depreciation	<u>(725,404)</u>	<u>-</u>	<u>-</u>	<u>(725,404)</u>
Net fixed assets	<u>340,109</u>	<u>-</u>	<u>-</u>	<u>340,109</u>
 Total Assets	 <u>\$ 566,511</u>	 <u>\$ 9,259</u>	 <u>\$ -</u>	 <u>\$ 575,770</u>
LIABILITIES AND NET ASSETS				
Liabilities				
Accrued payroll	\$ -	\$ 17,803	\$ -	\$ 17,803
Accrued payroll taxes	-	4,577	-	4,577
Total Liabilities	<u>-</u>	<u>22,380</u>	<u>-</u>	<u>22,380</u>
Net Assets				
Net assets without donor restrictions	566,511	(13,121)	-	553,390
Total Net Assets	<u>566,511</u>	<u>(13,121)</u>	<u>-</u>	<u>553,390</u>
 Total Liabilities and Net Assets	 <u>\$ 566,511</u>	 <u>\$ 9,259</u>	 <u>\$ -</u>	 <u>\$ 575,770</u>

Miami Township Volunteer Fire Department

Combining Statements of Financial Position (continued) December 31, 2017

	2017			Total
	Miami VFD	FF Staffing	Elimination	
Revenues				
Grant	\$ 808,804	\$ -	\$ -	\$ 808,804
Program services	-	571,000	(571,000)	-
Contributions	250	-	-	250
Gain (loss) on sale of assets	5,928	-	-	5,928
Interest and dividends	390	-	-	390
Other	514	-	-	514
Total revenue	815,886	571,000	(571,000)	815,886
Expenses				
Program	755,886	581,787	(571,000)	766,673
Management and general	-	-	-	-
Fundraising	5,068	-	-	5,068
Total expenses	760,954	581,787	(571,000)	771,741
Net Increase (Decrease) In Net Assets	54,932	(10,787)	-	44,145
Net Assets Without Donor Restrictions, Beginning of Year	511,579	(2,334)	-	509,245
Net Assets Without Donor Restrictions, End of Year	\$ 566,511	\$ (13,121)	\$ -	\$ 553,390

Miami Township Volunteer Fire Department

Combining Schedules of Functional Expenses For the Year Ended December 31, 2017

Expenses	Miami VFD Program	FF Staffing Program	Elimination	Total Program	Management and General	Fundraising	2017 Totals
Salaries and wages	\$ 578,285	\$ 510,424	\$ (571,000)	\$ 517,709	\$ -	\$ -	\$ 517,709
Retirement	-	19,290	-	19,290	-	-	19,290
Other employee benefits	-	25,979	-	25,979	-	-	25,979
Payroll taxes	-	26,034	-	26,034	-	-	26,034
Accounting	2,800	-	-	2,800	-	-	2,800
Advertising	1,302	-	-	1,302	-	-	1,302
Office	44,252	60	-	44,312	-	5,068	49,380
Information technology	5,892	-	-	5,892	-	-	5,892
Occupancy	52,231	-	-	52,231	-	-	52,231
Travel and transportation	23,362	-	-	23,362	-	-	23,362
Conferences	446	-	-	446	-	-	446
Depreciation	25,199	-	-	25,199	-	-	25,199
Insurance	22,117	-	-	22,117	-	-	22,117
Total expenses	<u>\$ 755,886</u>	<u>\$ 581,787</u>	<u>\$ (571,000)</u>	<u>\$ 766,673</u>	<u>\$ -</u>	<u>\$ 5,068</u>	<u>\$ 771,741</u>

Miami Township Volunteer Fire Department

Schedule of Lead Auditor For the Year Ended December 31, 2017

Auditor Information: Lemler Group, LLC
5625 N. Post Road, Suite 104
Indianapolis, Indiana 46216

Phone Number: (317) 449-0121

Fax Number: (317) 489-4917

Auditor Contact: David W. Lemler, CPA

Auditor Contact Title: Member

Auditor Contact Email: dlemler@lemlergroup.com